

Vacancy Details

Personnel Notice:	117-15
Date Announced:	10/05/2015
Closing Date:	11/5/2015
Command:	CMC
Grade:	GS-14
Type:	Assistant Counsel (Env/Land Use, Pacific Area Counsel Office (PACO),

We anticipate an immediate opening for a GS-14 level attorney to serve as an Assistant Counsel, Pacific Area Counsel Office (PACO), located on Camp Foster, Okinawa, Japan.

PACO is a regional field office of the Office of Counsel for the Commandant (CL), U.S. Marine Corps, Washington, DC, and the Office of the General Counsel for the Department of the Navy (OGC). The Office of the Counsel for the Commandant is part of the Navy OGC and provides legal advice to the Commandant of the Marine Corps and other senior Marine Corps leadership. PACO is a regional office responsible for providing the full spectrum of legal advice and counsel in accordance with directives governing OGC. PACO provides legal support to the Commanding General, Marine Corps Installations Pacific (MCIPAC); the Commanding General, III Marine Expeditionary Force (III MEF); and all subordinate commands and commanders in Japan and the Republic of Korea. The Assistant Counsel reports to the Counsel, PACO, and is under the general supervision of the Office of Counsel for the Commandant. The incumbent will provide legal advice to Marine Corps operating forces and Marine Corps installation commands in the Asia-Pacific region, which currently consist of units, bases, and stations in Okinawa, Japan; Mainland Japan; and the Republic of Korea.

The principal focus of responsibility will be environmental and land use law. However, the successful applicant will be expected to provide legal advice across the full range of legal services handled by OGC, including government contracting, fiscal law, civilian personnel law, FOIA/Privacy Act, and ethics. A background in environmental law and land use is required. For further information about MCIPAC and III MEF, please visit:
<http://www.mcipac.marines.mil>.

To be eligible for the GS-14 position, the applicant must have at least three and one-half years of professional, relevant legal experience. Applicants will be evaluated on the following factors: 1) length of professional legal experience in environmental and land use law and the quality of their relevant experience in the other OGC practice areas listed above; 2) analytical, research, and writing skills; 3) oral communication and interpersonal skills; 4) demonstrate an ability to establish relationships and work effectively with senior military and civilian clients, including general officers and members of the Senior Executive Service; and, 5) demonstrate an ability to respond quickly, accurately, and creatively in a fast-paced environment with little direct supervision. Familiarity with the Department of the Navy, OGC, and the United States Marine Corps is not required, but is desirable.

In addition to the legal experience, skills, and abilities noted above, the successful applicant must have graduated from a law school that is accredited by the American Bar Association, be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. territory, or the District of Columbia, and be admitted to practice before a state or federal court. U.S. citizenship is a requirement of the position, and the successful applicant must be able to obtain and maintain a SECRET security clearance.

Applicants must submit a cover letter, resume; two legal writing samples that demonstrate analytical and advocacy skills; two most recent performance appraisals, if available; and the names and telephone numbers of at least three references (other than current supervisors) who may be contacted. Attorneys who graduated from law school less than five years prior to the closing date of this personnel notice must provide a copy of their law school transcripts including class rank.

Applications and all supporting documents must be sent by electronic mail to Mr. Ralph Littlefield, Acting Counsel, PACO at ralph.littlefield@usmc.mil. The subject line of the e-mail should read, OGC Personnel Notice XXX-15. This personnel notice will close at 11:59 PM, EST, November 5, 2015. Applications received after that time and date will not be considered.

If you have questions about this announcement, you may contact Mr. Ralph Littlefield, at ralph.littlefield@usmc.mil or 011-81-98-970-3823.

Overseas tours on Okinawa are for two years with the possibility of extending for an additional two-year tour if the attorney desires and OGC and the client concur, consistent with the OGC policy on overseas assignments.

Relocation expenses will be paid in accordance with the Joint Travel Regulations. The position includes on-base housing or a significant tax-free living quarters allowance for housing and utility costs that is not reflected in the GS-14 salary range. Applicants currently residing in Okinawa who apply for this position may or may not be eligible for overseas benefits and allowances. Under normal circumstances, only applicants hired from stateside locations would qualify for living quarters and transportation benefits/allowances. For more information about allowances visit the Department of State Office of Allowances website at: <http://aoprals.state.gov/>. For current living quarters allowance and post allowance figures, please visit: http://aoprals.state.gov/web920/location_post_action.asp?PostName=okinawa

The successful candidate and family will have access to overseas military exchanges, commissaries, and morale, welfare, and recreation facilities. DoD Dependent Schools (DoDDS) are available at no cost for dependents of civilian employees. Civilians also have access to military medical facilities on a space available and pay basis. In addition to annual and sick leave, the successful candidate may accrue home leave and be allowed two free flights per year on military aircraft under the Environmental and Morale Leave program. Base housing may be available (waiting list may apply) in lieu of the tax-free living quarters allowance.

If an employee brings a child to an overseas location and that child is entitled to attend the DoDDS on a space-required basis, the DoDDS and the Military Department responsible for providing related services will ensure the child, if eligible for special education under DoD Instruction 1342.12, receives a free appropriate public education, including special education and related services.

If an employee brings an infant or toddler (birth through two years of age) to an overseas location, and that infant or toddler, but for age, is entitled to attend the DoDDS on a space-required basis, the Military Department responsible for providing early intervention services (EIS), will ensure the infant or toddler, if eligible for EIS under DoD Instruction 1342.12, receives the required EIS.

If an employee brings a family member to an overseas location that requires medical or dental care, the employee will be responsible for obtaining and paying for such care. Access for civilian employees and their families to military medical and dental treatment facilities is on a space-available and reimbursable basis only.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of www.ogc.navy.mil).

Applicants eligible for veterans' preference must specifically claim such eligibility in their cover letter, identify the basis for the claim, and include supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty or other supporting documentation) with their submission. Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit www.opm.gov/veterans and review the "Vets Info Guide" and the "Vets Guide." There is no formal rating system for applying veterans' preference for attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor in the attorney hiring process. Applicants who do not claim and do not provide adequate supporting documentation for veterans' preference will not receive the positive factor consideration.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Policy Statement:
https://help.usajobs.gov/index.php/Reasonable_Accommodation_Policy_Statement

Legal and Regulatory Guidance: https://help.usajobs.gov/index.php/Legal_and_Regulatory_Guidance

Relocation expenses may be paid, but are not guaranteed. If relocation expenses are a requirement, the applicant should state their requirement for this expense in the application package.

Permanent Change of Station (PCS) funding may be available to those eligible.

THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER

The Department of the Navy is an Equal Opportunity/ Reasonable Accommodation Employer. All hiring and advancement in the Office of the General Counsel is based on merit without regard to race, color, national origin, religion, age, sex, sexual orientation, disability, political affiliation or marital status.

The Department of the Navy provides reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should inform the individual identified in the personnel notice. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

VETERANS PREFERENCE IN HIRING

Department of the Navy attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy considers veterans' preference eligibility as a positive factor in attorney hiring. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with the supporting documentation, e.g., DD 214. Not all veterans are eligible for veterans' preference. To find out if you are, you may visit the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.